

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **March 12, 2002**

AGENDA ITEM NO.: 6

CONSENT: **X**

REGULAR:

CLOSED SESSION:

ACTION: **X**

INFORMATION:

(Confidential)

ITEM TITLE: **Appropriation of Food Stamp Incentive Award**

RECOMMENDATION: Approve appropriation of Food Stamp Incentive Award given to the Division of Social Services.

SUMMARY: The Virginia Department of Social Services has awarded the Division of Social Services \$1,600 in recognition of the low Food Stamp error rate of 2.37%. This is the first time that this acknowledgement of excellence has been made in a monetary way. It is the intent of the Virginia Department of Social Services that this award be used to recognize and reward Benefit Programs staff. The Division will use the money to provide gift certificates to all Benefit Programs staff in recognition of their excellent work, to host an educational event for the entire Division as a thank you for their contribution to error reduction and to pay for a Food Stamp case reader to continue the focus on error reduction.

PRIOR ACTION(S): March 5, 2002 Finance and Planning Committee

FISCAL IMPACT: The \$1,600 is 100% Federal money from USDA. There is no local match required.

CONTACT(S): Diana Trent, 1776/249

ATTACHMENT(S): Resolution to appropriate funds.
E-mail from Rose Painter, Virginia Department of Social Services' Food Stamp Payment Accuracy Office, indicating that the plan is approved as presented. Also includes a statement of the plan.

REVIEWED BY:

Resolution:

BE IT RESOLVED that \$1,600 is appropriated to the City/Federal/State Aide Fund, with full reimbursement from the Commonwealth of Virginia and the United States Department of Agriculture, for use by the Division of Social Services to reward Benefit Programs staff for excellence in maintaining low error rates in the Food Stamp Program.

Introduced:

Adopted:

Certified:

Clerk of Council

048L

Cynthia Kirkland

From: Rose Painter <rop900@email1.dss.state.va.us>
To: 'Cynthia Kirkland' <cqk680@piedmont.dss.state.va.us>; 'Rose Painter' <rop900@email1.dss.state.va.us>
Cc: 'Wendy Clark' <wqm680@piedmont.dss.state.va.us>; 'Mark Johnson' <mcj680@piedmont.dss.state.va.us>; 'Deanna Munsey (E-mail)' <dpm996@piedmont.dss.state.va.us>; 'Connie Carter' <cwc996@piedmont.dss.state.va.us>; 'Dennis Shearin' <dts680@piedmont.dss.state.va.us>; 'Diane Copal Hancock' <mdc680@piedmont.dss.state.va.us>; 'Martha Scott' <mps680@piedmont.dss.state.va.us>; 'Tamera Burkholder' <tmb680@piedmont.dss.state.va.us>
Sent: Tuesday, February 05, 2002 9:53 AM
Subject: RE: Food Stamp Award Money

Cindy,

Your plan is approved by the Program Accuracy Office. I don't know how to answer your question regarding your local city council. We just want to make sure that the activity you request money for is approved by your local governing authority so there won't be a problem later. What has the previous experience with the council been like? Do you foresee that they would have a problem with any of the activities you have listed here?

Rose

-----Original Message-----

From: Cynthia Kirkland [mailto:cqk680@piedmont.dss.state.va.us]
Sent: Friday, February 01, 2002 12:55 PM
To: Rose Painter
Cc: 'Wendy Clark'; Mark Johnson; Deanna Munsey (E-mail); Connie Carter; Dennis Shearin; Diane Copal Hancock; Martha Scott; Tamera Burkholder
Subject: Food Stamp Award Money

Rose,

The Benefit Programs Supervisors, Senior Workers and I met this morning and developed the following plan for use of the \$1,600.

Token of appreciation --- \$25.00 gift card for BPS staff = \$1,100 (4 supervisors, 3 aides, 2 screeners and 35 Benefit Programs Specialists)

Agency celebration and education = 200

Case reader (in addition to the State reader) = 300

The agency celebration and education will consist of a program to share with all agency staff what is going on in Food Stamps, to talk about EBT and to reinforce that Food Stamp payment accuracy is an agency-wide initiative. We have several new staff in services who truly may not know that they are important in our efforts to reduce errors.

In order to have the approval of our City Council, it appears that we must submit an Agenda Request to appropriate this money. This may not be accomplished before the end of February. Our City Charter requires two readings for appropriations over \$1,000 prior to approval. Is this going to be an issue? Will we be allowed to use the funds prior to their approval?

I appreciate the additional time to formulate this plan. Please let me know if you have any questions.

2/22/02